

**MARIN COUNTY CONGESTION MANAGEMENT AGENCY
MEETING MINUTES**

Thursday, March 27, 2003

Marin County Board of Supervisors Chambers, San Rafael, California

Representatives Present: Amy Belser, Sausalito City Council
Al Boro, San Rafael City Council
Peter Breen, San Anselmo Town Council
Mike DiGiorgio, Novato City Council
Frank Egger, Fairfax Town Council
Alice Fredericks, Tiburon Town Council
Steve Kinsey, Marin County Board of Supervisors
Joan Lundstrom, Larkspur City Council
Bruce Sams, Belvedere City Council
Dick Swanson, Mill Valley City Council

Representatives Absent: Tom Byrnes, Ross Town Council
Michael Lappert, Corte Madera Town Council

Staff Members Present: Farhad Mansourian, CMA Executive Director
Art Brook, CMA Deputy Executive Director
Craig Tackabery, Senior Civil Engineer, DPW
John Loll, Manager, Marin County Transit District
Jack Baker, Senior Civil Engineer, Marin County DPW
Tho Do, Associate Civil Engineer, Marin County DPW
Jason Nutt, Associate Civil Engineer, Marin County DPW
Dean R. Powell, Principal Transportation Planner, Marin County DPW
Patricia Howell, Recording Secretary

Chairman Kinsey called the CMA meeting to order at 7:40 PM.

1. AGENCY DIRECTOR MATTERS NOT ON THE AGENDA

Chairman Kinsey announced that he had traveled to Washington DC on behalf of the County and MTC to present Bay Area projects and priorities with regard to the TEA Reauthorization Earmark Requests. He stated that he felt MTC was doing a good job representing Marin's funding needs.

Agency Member Egger stated that he had not attended last month's meeting because he had not received an agenda packet, and he asked that home addresses of agency members be used for mailings, instead of mailing packets to town and city halls.

2. APPROVAL OF MINUTES OF JANUARY 23, 2003 MEETING

M/s Fredericks/Belser, and passed unanimously of those present, to adopt the minutes as presented. Motion passed 10/0 (Representatives from Corte Madera and Ross not present).

3. EXECUTIVE DIRECTOR'S REPORT

Farhad Mansourian, Executive Director, recommended that Item 4 on the agenda be continued to after Item 11 on the joint committee agenda, and that the CMA reconvene after the joint committee meeting to hear this item. In addition, he gave a Transportation Funds for Clean Air (TFCA) program update, and suggested that out of the \$1.1 million currently available to the County from this program due to cancelled projects, unused funding, and earned interest, about 40% be used to continue funding of the "Safe Routes to School" (SR2S) program, since this program's funding would be ending in April. He asked for direction from the CMA as to whether the County should solicit the cities and towns for other projects as part of the annual call for projects for TFCA funding.

Chairman Kinsey stated that the SR2S Program had become a national model and that it should continue.

Agency Member DiGiorgio agreed, referencing the fact that surveys showed 21% of peak morning traffic was school related.

In response to a question from Agency Member Breen asking for more clarification regarding the monies available in the TFCA program, Executive Director Mansourian stated that staff would prepare a written report for the next meeting. He reported that the SR2S cost was \$310,000 to date, that the request for the next two years was \$500,000, and that the Agency could decide how to allocate that amount.

Agency Member Boro suggested to allocate funds only for the SR2S program this year, with the balance to be unallocated until next year.

Chairman Kinsey agreed, and asked that the City of San Rafael report and elaborate on the status of the SR2S Program.

In response to a question from Agency Member Fredericks, Director Mansourian clarified that unallocated program funds were not at risk, since they are formulated funds for Marin County.

Members of the public were invited to comment.

David Schoenbrunn, TRANSDEF, generally agreed with the discussion and suggested that Transportation Demand Management (TDM) be seriously considered for TFCA funding as the least expensive way possible to reduce highway congestion.

Karen Nygren, Tiburon resident, stated that she recognized that cities were short of needed transportation funds, but the SR2S program should be continued, since it had great momentum and represented outstanding community outreach.

Deb Hubsmith, Marin Bicycle Coalition, thanked the staff and the CMA, Joint Committee, and the City of San Rafael for their efforts around the SR2S program. She presented the press release and Marin IJ article regarding the award given to SR2S by the National Highway Traffic Safety Administration, and stated that under the program, walking and biking to school had increased from 21 to 38%, while vehicle use had diminished from 62 to 38% at schools with the program.

M/s Boro/Breen, and passed unanimously of those present, directing staff to present an application and recommendation to the CMA next month for allocation of a portion of the available TFCA program funds to continue the "Safe Routes to School" Program, with the balance of the TFCA funds to remain unallocated and available for other projects.

Continuing with the Executive Director's report, Craig Tackabery reported on the status of the Highway 101 Gap Closure financing, noting that actual State Transportation Improvement Program (STIP) and Transportation Congestion Relief Program (TCRP) funds programmed for the project may be in jeopardy due to the State fiscal crisis. He noted that staff is working with other Bay Area CMAs to coordinate a more regionally equitable distribution of the limited available STIP funds by the California Transportation Commission, and staff is working with Caltrans to reprogram TCRP funds to a later phase of the project.

Chairman Kinsey stated that this also would put funds programmed for the Sonoma-Marin Narrows project at risk. He asked staff for a report on the status of State Highway Operation and Protection Program (SHOPP) funds next month.

Craig Tackabery distributed a preview of a draft work plan/scope of work for expanding the MTC and CMA partnership to better integrate transportation and land use planning, stating that MTC staff has recommended \$150,000 in funds for every CMA to develop an expanded program specific to each county. Staff will present a specific Marin transportation and land use integration work plan/scope of work and budget to the CMA by May 2003.

4. AUTHORIZE CHAIRMAN TO EXECUTE PROFESSIONAL SERVICES AGREEMENT WITH NELSON/NYGAARD FOR PREPARATION OF A TRANSPORTATION SALES TAX EXPENDITURE PLAN

As recommended by staff, consensus was reached by the CMA to temporarily continue agenda Item 4 to after Item 11 on the joint committee agenda. (See below for minutes on CMA agenda Item 4.)

5. OPEN TIME FOR ITEMS NOT ON THE AGENDA

None.

Chairman Kinsey adjourned the CMA meeting at 8:18 PM and reconvened the CMA meeting at 9:45 PM to address Item 4 on the agenda.

4. AUTHORIZE CHAIRMAN TO EXECUTE PROFESSIONAL SERVICES AGREEMENT WITH NELSON/NYGAARD FOR PREPARATION OF A TRANSPORTATION SALES TAX EXPENDITURE PLAN – CONTINUED

Agency Member Swanson stated that he believed the proposed scope of work was not acceptable because the expenditure plan development process had not been decided yet and having only one consultant for a long period may not be good for the process or project. The consultant could be thought of as staff at this point, rather than an add-on hired for expertise. He felt a Request For Proposal (RFP) should be written and put out to bid.

Chairman Kinsey stated that he wanted to stay with this consultant to continue forward with the expenditure plan.

In response to a question from Supervisor Adams concerning the amount of time needed to implement an RFP process, Executive Director Mansourian estimated that it typically takes 2 to 3 months to prepare and

distribute the notice, collect and review proposals, conduct interviews, prepare contracts, and schedule contract approval.

Agency Member DiGiorgio was pleased with the present consultant, and stated that the RFP process could cost more in lost time than going ahead with the contract.

Agency Member Heller liked the long-term record with this consultant and wanted to keep it in place.

Agency Member Boro agreed that this consultant was the best choice, stating that she had developed solid working relationships.

Agency Member Lundstrom stated that a new consultant would mean more staff oversight and wasted time getting up to speed.

Members of the public were invited to comment.

Karen Nygren, Tiburon resident, added that the present consultant was great.

Though no vote was taken, consensus was reached to continue this item until next month's agenda to consider a professional services agreement with Nelson/Nygaard for continuing transportation planning services related to development of a draft transportation sales tax expenditure plan.

**MARIN COUNTY CONGESTION MANAGEMENT AGENCY,
MARIN COUNTY BOARD OF SUPERVISORS, AND MARIN COUNTY TRANSIT DISTRICT
JOINT MEETING MINUTES**

Thursday, March 27, 2003
Marin County Board of Supervisors Chambers, San Rafael, California

Representatives Present: Susan Adams, Marin County Board of Supervisors
Amy Belser, Sausalito City Council
Al Boro, San Rafael City Council
Peter Breen, San Anselmo Town Council
Mike DiGiorgio, Novato City Council
Frank Egger, Fairfax Town Council
Alice Fredericks, Tiburon Town Council
Barbara Heller, Marin County Transit District
Steve Kinsey, Marin County Board of Supervisors
Joan Lundstrom, Larkspur City Council
Cynthia Murray, Marin County Board of Supervisors
Bruce Sams, Belvedere City Council
Dick Swanson, Mill Valley City Council

Representatives Absent: Hal Brown, Marin County Board of Supervisors
Tom Byrnes, Ross Town Council
Michael Lappert, Corte Madera Town Council
Annette Rose, Marin County Board of Supervisors

Staff Members Present: Farhad Mansourian, CMA Executive Director
Art Brook, CMA Deputy Executive Director
Craig Tackabery, Senior Civil Engineer, DPW
John Loll, Manager, Marin County Transit District
Jack Baker, Senior Civil Engineer, Marin County DPW
Tho Do, Associate Civil Engineer, Marin County DPW
Jason Nutt, Associate Civil Engineer, Marin County DPW
Dean R. Powell, Principal Transportation Planner, Marin County DPW
Patricia Howell, Recording Secretary

Chairman Kinsey called the joint meeting to order at 8:18 PM.

6. BOARD/AGENCY MEMBER MATTERS NOT ON THE AGENDA

In response to a question from Supervisor Murray, Executive Director Mansourian stated that the next scheduled meeting should be decided after agenda Item 11.

7. APPROVAL OF JOINT MINUTES OF JANUARY 23, 2003 AND FEBRUARY 27, 2003 MEETINGS

M/s Swanson/Breen, and passed unanimously of those present, to adopt the minutes as presented. Motion passed 13/0 (Supervisors Brown and Rose and representatives from Corte Madera and Ross not present).

8. EXECUTIVE DIRECTOR'S REPORT

None.

9. REPORTS FROM SUBCOMMITTEES

Community Outreach

Agency Member Lundstrom distributed minutes from the February 26th and March 3rd meetings, along with the previously requested blended report of the "Survey of Registered Voters with Community Forums and Mail Survey" for review at the next Outreach Committee meeting on April 15th. She stated that the March 24th meeting had begun a draft outreach process to get community feedback on the draft transportation sales tax expenditure plan, with proposed sub-regional committees, and further clarification and discussion is needed.

Chairman Kinsey stated that he had attended a couple of recent Outreach Committee meetings, and asked if the Committee could now possibly be folded into the Executive Committee. Agency Member Lundstrom concurred, noting that this item should be placed on the agenda of the next meeting.

SMART

Agency Member Boro reported that at the last SMART meeting discussion had centered on the proposed Petaluma train station site involving ownership, development plans, and bus transit coordination.

Lillian Hames, SMART Project Director, gave an update on the project environmental review, stating that the administrative draft of the environmental document (EIS/EIR) was scheduled for Spring 2004 and that the project would likely go to the voters in November 2004.

Sonoma-Marin Narrows Policy Advisory Group

Supervisor Murray stated that the group had not met and, therefore, there was nothing to report.

10. DRAFT TRANSPORTATION SALES TAX EXPENDITURE PLAN DEVELOPMENT

Executive Director Mansourian presented the staff report and referred to its two attachments, the goals of the Transportation Vision and Programs and Projects of the Vision. He noted that a "Return to Source" line item should be added to Attachment 2.

Chairman Kinsey questioned whether an Expenditure Plan could be ready by this Fall's ballot, stating that the Executive Committee had reviewed the Outreach Committee's work and there did not seem to be enough time. He outlined a general scenario for development of the expenditure plan: the CMA could define a working draft of the plan in April and May; then over the next three to four months, this broad working draft could be presented to communities to get input and more specifics; and finally, the draft would be back to the CMA in the Fall for final review and approval. He asked that the joint committee speak to the process and the timing.

Chairman Kinsey asked as a first priority that the CMA identify the possible programs and projects of the expenditure plan. After much discussion, the programs and projects identified for possible inclusion in a local expenditure plan were Local Streets and Roads, Local Bus Transit, School Congestion Reduction Measures, and Return to Source. The programs and projects not included were Commuter Rail, Highways, Bicycle and Pedestrian, and Land Use (as long as the Expenditure Plan is comprised of local components). Programs and projects identified as needing further discussion included Ferry, Transportation Demand Management, and Highway Interchanges. Chairman Kinsey clarified that the STIP would continue to fund Highway 101 projects, and that SMART would pursue their own sales tax funding source for Commuter Rail.

Supervisor Adams asked staff for a realistic framework for what \$12-17 million of sales tax revenue could fund.

The public was invited to comment.

Deb Hubsmith, Marin County Bicycle Coalition, urged that Bicycle and Pedestrian projects, especially major improvements like the north-south bikeway, be included in the expenditure plan.

Veronica Sanchez, Water Transit Authority, recommended the CMA to include Expanded Ferry Service in the expenditure plan, since ferries provide local traffic congestion relief.

David Schoenbrunn, TRANSDEF, agreed with the concept of congestion management, versus congestion reduction, as stated in the Transportation Vision goals. He suggested looking at Land Use more closely, since transit oriented development and smart growth principles are critical tools available for congestion management.

Peter Montgomery, San Rafael resident, supports Local Bus Transit with a focus on transit hubs and park-n-rides, and asked that a payroll tax for transportation improvements also be considered.

Rocky Birdsey, Marin Center for Independent Living, asked that the term “mobility impaired” or “transit dependent” be used in the Transportation Vision goals instead of “disadvantaged,” and agreed with Ms. Hubsmith’s comments that Bicycle and Pedestrian projects should be included in the expenditure plan. He wanted to see paratransit improved, with more senior opportunities and WhistleStop Wheels, and pointed out that Marin County had no accessible taxis whatsoever.

Patsy White, League of Women Voters, asked that the plan be kept simple without a “Christmas tree” approach, and that the plan should focus on “mobility,” not the term “transit.”

Karen Nygren, Tiburon resident, supports local involvement in development of an expenditure plan, which is based on the Transportation Vision.

John Diamante requested intermodal connectivity projects to the rail trunk line.

Chairman Kinsey summarized the public comments and stated that Bike and Pedestrian project funds would be included in highway projects. He requested staff to present information on a couple of the projects and programs desired for the expenditure plan over the next couple of months, along with percentile ranges that could be assigned to each expenditure.

11. SCHEDULE FOR TRANSPORTATION SALES TAX BALLOT MEASURE

Chairman Kinsey posed the question again whether or not a transportation sales tax measure could go forward on the November 2003 ballot measure.

Agency Member Lundstrom stated that the Executive Committee and Outreach Committee felt that there was not the time before the Fall Ballot, if the joint committee wanted a successful outreach process for a sales tax measure. She urged the joint committee to look at the schedule provided by staff and to realize it was impossible to ready by November.

Supervisor Murray stated that it was now a certainty that the Bridge District would reduce service 35% by September. She felt that the plan should be to continue to go forward to keep our options open for the November 2003 ballot. She wanted a ballot measure that was simple and compelling; one that would meet local needs.

Agency Member Fredericks pointed out that the joint committee was now clear on what needed to be done, but that there was not enough time to do it, and because of the feedback received, the committee needed to show specifics.

Agency Member Swanson urged taking the time to do it right, noting that the proposed sales tax in 1998 was not a good package because community support was lacking.

Agency Member Belser agreed with Agency Member Swanson.

Agency Member Eggers pointed out that the 1998 transportation sales tax measure passed in Fairfax with the inclusion of a land use component, and he again urged that any expenditure plan should include a land use component.

Agency Member DiGiorgio was disappointed that the November 2003 ballot timeline was not achievable, due to the time needed for local buy in.

Agency Member Boro referred to the fact that a two-thirds vote would be necessary, and that he felt that that was not achievable by November 2003.

Agency Member Breen stated that it was not the fault of the plan that November 2003 was not a realistic goal, but that community input needed more time.

M/s Boro/Lundstrom, to not place a transportation sales tax ballot measure on the November 2003 ballot but continue with due diligence in preparing an expenditure plan to be ready for a potential March 2004 election. Motion passed 12/1, Supervisor Murray dissenting (Supervisors Brown and Rose and representatives from Corte Madera and Ross not present).

Chairman Kinsey adjourned the joint meeting and reconvened the CMA meeting at 9:45 PM to address Item 4 on the CMA agenda. (See CMA minutes for this item.)

Chairman Kinsey adjourned the CMA meeting and reconvened the joint meeting at 9:59 PM.

12. REPORT ON PROPOSED LEGISLATION FOR A \$1 TOLL INCREASE ON STATE BRIDGES IN THE BAY AREA AND ON THE STATUS OF PROPOSED MARIN PROJECTS

Dean Powell, Principal Transportation Planner, presented a staff report and draft toll bridge brochure to the joint committee, updating staff's understanding of what Marin projects would be included in a soon-to-be-released expenditure plan for the proposed toll bridge revenue legislation.

Agency Member Boro referred to a WTA poll regarding the \$1 increase for specific transit projects, noting that Marin residents had the highest support in the Bay Area for a proposed toll increase. A summary of the poll was given to Executive Director Mansourian by WTA staff to copy and distribute to the joint committee. Agency Member Boro also complimented staff on the quality of the staff report and draft toll bridge brochure.

13. OPEN TIME FOR ITEMS NOT ON THE AGENDA

Executive Director Mansourian clarified with the joint committee that the tentatively scheduled meeting on April 3rd was no longer necessary and would be cancelled.

**MARIN COUNTYWIDE PLANNING AGENCY
MEETING MINUTES**

Thursday, March 27, 2003

Marin County Board of Supervisors Chambers, San Rafael, California

Representatives Present: Amy Belser, Sausalito City Council
Al Boro, San Rafael City Council
Peter Breen, San Anselmo Town Council
Mike DiGiorgio, Novato City Council
Frank Egger, Fairfax Town Council
Alice Fredericks, Tiburon Town Council
Steve Kinsey, Marin County Board of Supervisors
Joan Lundstrom, Larkspur City Council
Bruce Sams, Belvedere City Council
Dick Swanson, Mill Valley City Council

Representatives Absent: Tom Byrnes, Ross Town Council
Michael Lappert, Corte Madera Town Council

Staff Members Present: Alex Hinds, Director, Marin County CDA
Michele Rodriguez, Principal Planner, Marin County CDA
Dean R. Powell, Principal Transportation Planner, Marin County DPW
Patricia Howell, Recording Secretary

Chairman Kinsey called the CWPA meeting to order at 10:10 PM.

14. STATUS REPORT ON COUNTYWIDE PLAN UPDATE

Alex Hinds and Michele Rodriguez presented a PowerPoint on the status of the Countywide Plan Update and the recently completed Key Trends, Issues, and Strategies Report, which summarizes public and technical input from two years of community meetings and working group sessions. The CWPA received the report; no action was required.

15. OPEN TIME FOR ITEMS NOT ON THE AGENDA

None.

Chairman Kinsey adjourned the CWPA meeting at 10:19 PM.